

TAB

FY78 Achievements and Expectations

I. Production

A. Highlights

1. Polar Atlas - highest quality
2. Notes from the Director - overnight turnaround
3. Budgets - as large as 1700 pages, 7 - 10 day throughput
4. Grain Reports - 2 per month, color separations, overnight turnaround
5. [redacted] 2 days in ETECS, 2 days for printing; previously 10 days in EPIC, 3 days for printing

STAT

B. Statistics - FY77 and FY78 comparison (graphic)

C. Changes in Procedures and Methodology

1. Pre-lay System
2. Elimination of Hot Metal
3. Continued EPIC to ETECS Conversion

D. Work Standards - established for each printing production element (graphic)

up notes

E. MIS Status - production statistics, workload, inventory (sample reports)

II. Personnel

A. Training - 41% of P&PD personnel involved in internal and/or external training (graphic)

B. Apprenticeship Program

[redacted]

STAT

C. EEO and Grievance Cases Status

1. EEO Cases - 1 started, 1 ended, 2 pending
2. Grievance Cases - 2 started, 2 ended, 1 pending

D. Minority Status -

[redacted]

STAT

- E. Flexitime - more balanced staffing; greater operational capability

III. Capital Improvements

- A. Plant - photo lab, composing room, warehouse, and ETECS rennovations.



25X1

- C. Status of ETECS - current and scheduled configuration (graphic)
- D. Commo Links - ETECS, MIS, COM, CABLE DISSEM, SYSTEM "6", VM (graphic)

IV. Value Judgements

- A. Production - most production categories up; average throughput reduced.
- B. Quality - typeset page production up, overall product improvement via plant modernization.
- C. Customer Satisfaction - 35 commendations (graphic)

V. Expectations

- A. Implementation of MIS - mini based system specifically designed for P&PD
- B. Integrated Printing System - ETECS / laser platemaker / web press (graphic)
- C. Intelligence Committee Congressional Budget Justification - 8 volumes, 2500 ETECS pages, color graphics

PRODUCTION STATISTICS SUMMARY

PRINTING

MO. AVG. 1977

MO. AVG. 1978

Req. Recd	Made-Up Pages	Offset Camera Ex.	Layouts Prepared	Plates Made*	Impressions*	Pieces Collated*	Xerox Doc. Copy
1856	3100	5540	9836	10,366	3,576,374	1,409,036	623,075
2445	4882	5744	11,268	7,633	3,494,451	1,924,152	753,240

up also over 75

PHOTOGRAPHY

MO. AVG. 1977

MO. AVG. 1978

Req. Recd.	Prints Produced	Film Exposures	COM Exposures	Film Process. (Ft)	Photographic Assign.	Microform Image Duplication
1097	42,974	332,156	481,800	55,441	57	4,579,469
1125	39,609	272,136	645,952	47,702	52	5,957,151

* FBIS
Excluded

WORK STANDARDS

PRESS ROOM STANDARDS ARE BASED ON
MAKEREADY TIME AND PRINTING SHORT
RUNS OF UP TO 1000 COPIES.

LONGER PRESSRUNS ARE 4000 PER HOUR
ON SINGLE COLOR PRESSES AND 3000 PER
HOUR ON 2/COLOR AND THE 36 x 48
PRESSES.

THE 2/COLOR AND 36 x 48 PRESSES
REQUIRE TWO MEN TO OPERATE

Press Room

Date 1 August 1978

FUNCTION: 25 x 38 Press

DEGREE OF DIFFICULTY:

LEAST DIFFICULT

Text work
non register

STANDARD 30 min.

AVERAGE

Text with halftones
close register
Screens and small solids

STANDARD 35 min.

MOST DIFFICULT

Multi color inks
Critical register
Large solids or screens

STANDARD 45 min.

REPORT NO. P240004RC STOCK USAGE AND COST PROJECTION REPORT - CURRENT FISCAL YEAR.

AS OF 13 OCT.

STOCK NO.	TOTAL UNITS	FY ISSUED	AVG M/USE	PRJ M/USE	PRJ USE (RFY)	PRJ USE (TFY)	ON-HAND (FY)	MIN LEVEL	PRJ COST (RFY)	UNITS REQ
S-0275	2000		0.00	0	0	0	2000	1000	\$0.00	0
S-0280	5000		0.00	0	0	0	5000	1000	\$0.00	0
S-0285	4000	1500	125.71	200	8	1568	3992	1000	\$1.5	0
S-0290	1000		0.00	0	0	0	1000	1000	\$0.00	0
S-0295	2400		0.00	0	0	0	2400	1000	\$0.00	0
S-0300	1500		0.00	0	0	0	1500	1000	\$0.00	0
S-0305	11000		0.00	0	0	0	11000	5000	\$0.00	0
S-0310	1-553	1057	88.37	100	4	1061	1454	10000	\$0.00	0
S-0315	11895	3800	317.72	500	20	3820	11875	1000	\$1.01	0
S-0320	22325	40	3.34	5	2	40.2	22324.8	2000	\$0.00	0
S-0325	6050	2600	217.39	500	20	2620	6030	2000	\$1.27	0
S-0326	9055	665	57.27	100	4	689	9051	3000	\$2.0	0
S-0330	1600		0.00	0	0	0	1600	1000	\$0.00	0
S-0335	75000	536000	28095.04	30000	1200	337200	71800	100000	\$50.40	20200
S-0336	132000	57000	4765.88	5000	200	57200	131800	5000	\$15.10	0
S-0337	165000	631000	52755.19	50000	2000	633000	163000	200000	\$65.20	57000
S-0338	1136000	647500	54138.79	48000	1920	649420	1134080	50000	\$51.04	0
S-0339	317000	616000	51505.01	25000	1000	617000	316000	50000	\$26.26	0
S-0340	15500	180000	15551.83	20000	800	180800	14700	50000	\$20.10	52300
S-0345	5000	70000	6354.01	10000	400	70400	53000	50000	\$14.80	0
S-0350	7400	20000	17050.05	25000	1000	205000	73000	50000	\$50.50	0
S-0355	6275		0.00	0	0	0	6275	5000	\$0.00	0
S-0360	9575		0.00	0	0	0	9575	5000	\$0.00	0
S-0365	10		0.00	0	0	0	10	10	\$0.00	0
S-0370	4905	125	13.45	200	8	133	4897	500	\$1.72	0
S-0371	803		0.00	0	0	0	800	100	\$0.00	0
S-0375	8240	80	6.68	10	4	80.4	8239.6	1000	\$0.9	0
S-0385	3345	325	27.17	30	1.2	320.2	4343.8	1000	\$17	0
S-0390	3260		0.00	0	0	0	3200	1000	\$0.00	0
S-0600	32	5	0.41	1	0.4	5.04	31.56	30	\$1.1	0
S-0605	2	1	0.08	1						0
S-075	14	2	0.16	1						0
S-0800	1		0.00	0						0
S-0805	20		0.00	0						0
S-0809	36		0.00	0						0
S-0100	14		0.00	0						0
S-0105	8	16	1.33	1						0
S-0110	8		0.00	0						0
S-0111	36		0.00	0						0
S-0115			0.00	0						0
S-0120	44		0.00	0						0
S-0125	8		0.00	0						0
S-0130			0.00	0						0
S-0135	24		0.00	0						0
S-0136	24		0.00	0						0
S-0140	377	66	5.51	20						0
S-0145	104	24	2.00	5						0
S-0150	23	6	0.50	1						0
S-0155	52		0.00	0						0

fields on report:

STOCK NO.: stock number.

TOTAL UNITS: total stock quantity on hand plus stock quantity on order.

FY ISSUED: current fiscal year issue.

AVG M/USE: average monthly use.

PRJ M/USE: Projected monthly use.

PRJ USE (RFY): projected use for the remainder of the fiscal year.

PRJ USE (TFY): total projected use for the fiscal year including use so far this FY plus projected use for remainder of this FY.

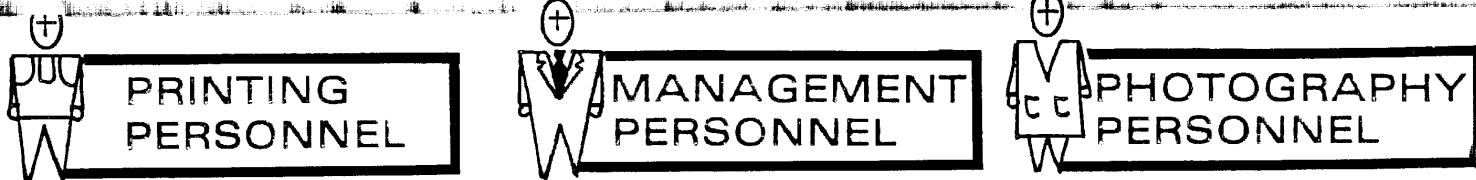
ON-HAND (FY): amount left at end of this FY based on total units on hand plus units on order minus projected use for the remainder of this FY.

STOCK LEVEL: stock minimum level.

PRJ COST (RFY): projected cost for the remainder of this FY.

UNITS REQ: projected amount that will be needed above amounts on hand and on order to meet needs for remainder of FY.

Printing & Photography Division **TRAINING 1978**



25X1

● CROSS TRAINING IN MOST BRANCHES ● INTERNAL TECHNICAL AND ADMINISTRATIVE COURSES (29) ● EXTERNAL TECHNICAL AND ADMINISTRATIVE COURSES (12)

● PERSONAL DEVELOPMENT COURSES (7) ● CO-OP TRAINING PROGRAM (1) ● INTERNAL TECHNICAL AND ADMINISTRATIVE COURSES (16) ● EXTERNAL TECHNICAL AND ADMINISTRATIVE COURSES (9)
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● PERSONAL DEVELOPMENT COURSES (7) ● CROSS TRAINING IN MOST SECTIONS ● CO-OP TRAINING PROGRAM (1) ● INTERNAL TECHNICAL AND ADMINISTRATIVE COURSES (26) ● EXTERNAL TECHNICAL AND ADMINISTRATIVE COURSES (10)

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FY 1978 Major Equipment Procurements

Printing:

Atex Hardware/Software (3rd ETECS Module, Telecommunications, on-line Interfaces, VDT's)	\$252,000
Pitney Bowes Collator	18,000
AB Dick Offset Duplicators (2)	17,200
Scott Tabcutter	8,300
Rollems Numbering/Perforating Machine	7,200
GBC Punch	6,600
	\$309,300

Photography:

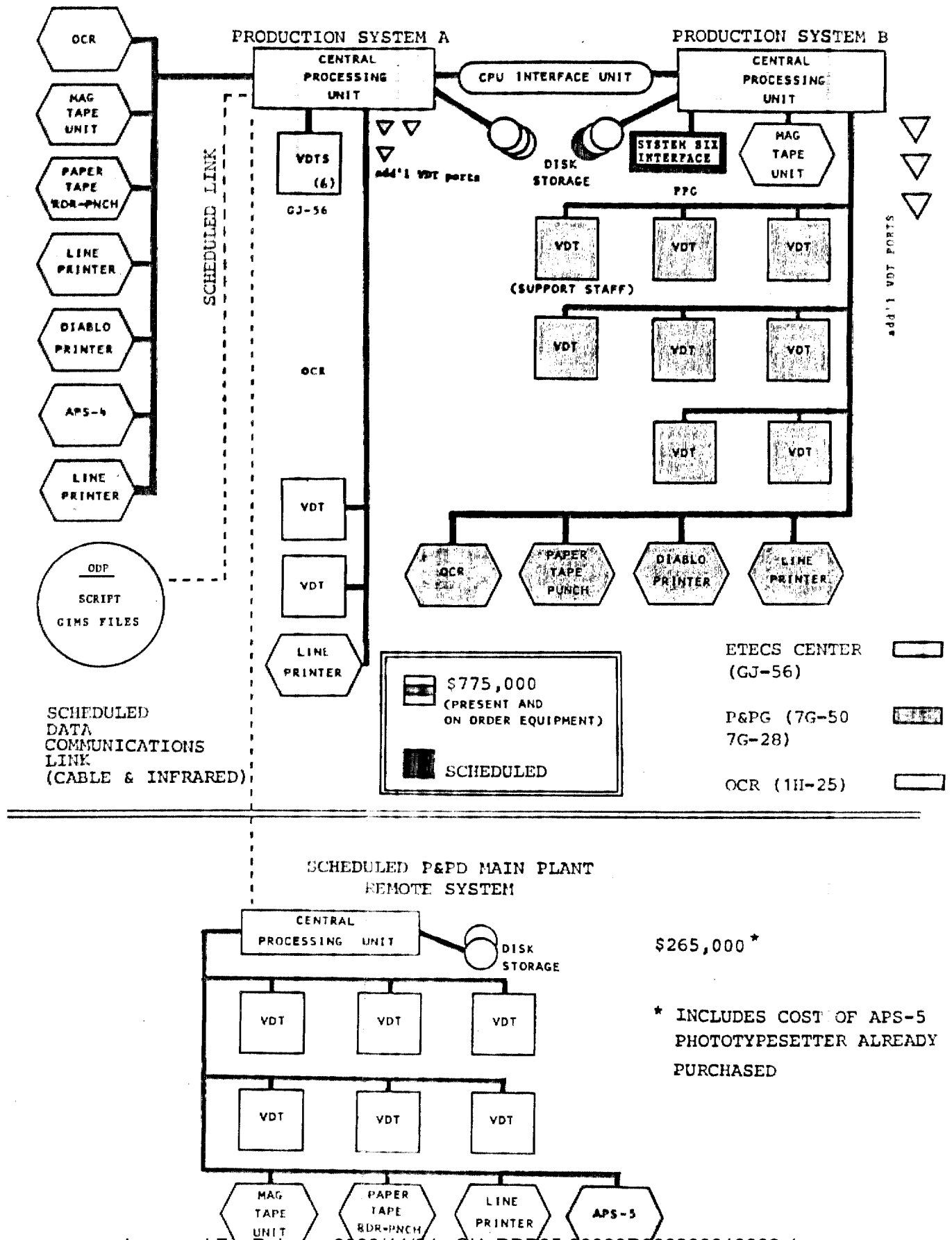
Colenta Film Processor	\$ 35,600
Kodak Printer	19,150
Bruning Film Duplicator	15,000
Digitec Remote Sensing Device	14,300
Forox Slide Duplicators (2)	11,000
Prostar Film Processor	7,600
Colenta Studio Printer	6,600
	\$109,250

P&PD Management Information System	\$230,000

\$648,550

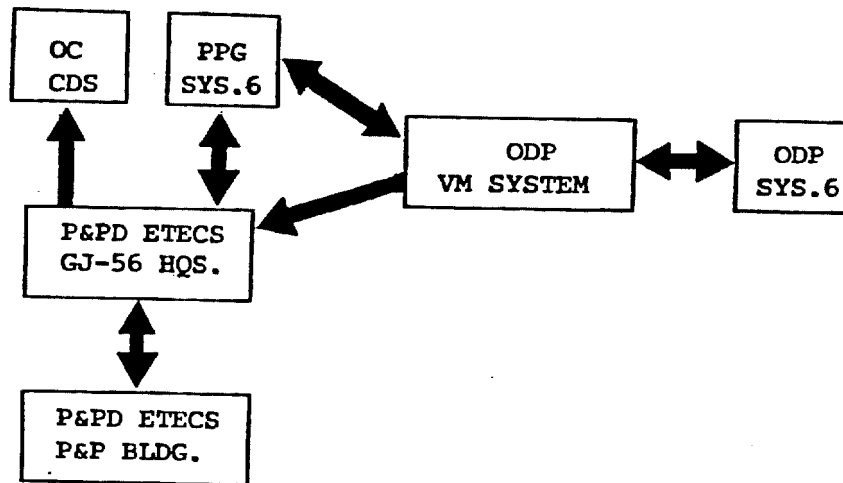
Miscellaneous	\$ 47,750
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TOTAL	\$696,300
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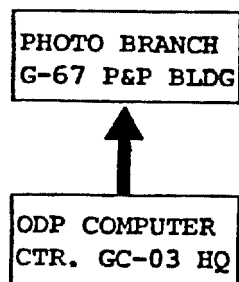


COMMUNICATION DATA LINKS
PRINTING AND PHOTOGRAPHY DIVISION

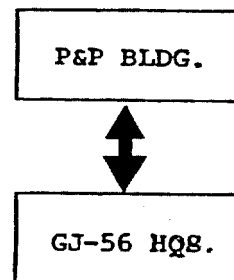
PROPOSED ETECS-RELATED LINKS



COM LINK

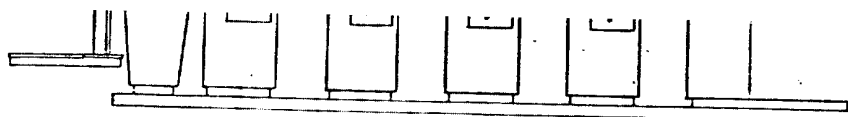


MIS LINK



FY 1978 Commendations

Director Central Intelligence level-----	5
Deputy Director level-----	7
Office level-----	12
Division level-----	11
Total	35

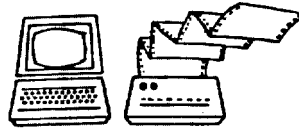


WEB PRESS WITH IN-LINE-FINISHING

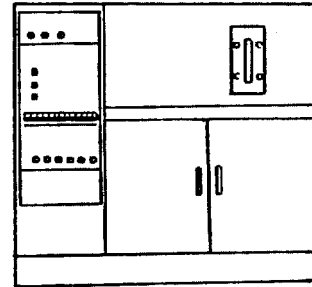
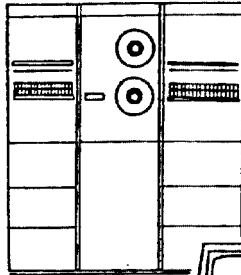
P&PD FUTURE PRINTING TECHNOLOGY

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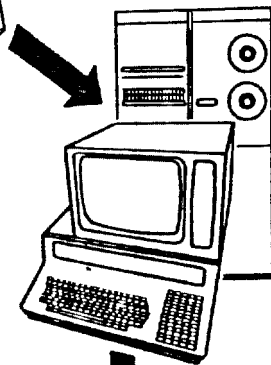
**MANAGEMENT
INFORMATION
SYSTEM**



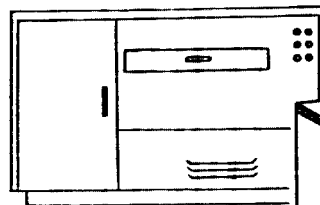
**ETECS
INPUT,
EDIT AND
COMPOSITION**



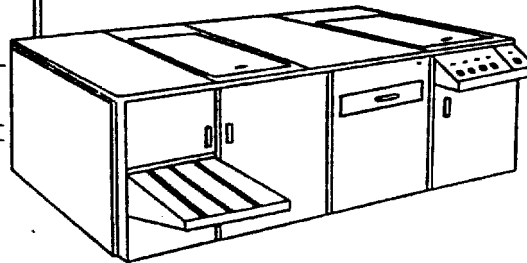
**DIGITIZED
GRAPHICS
GENERATION**



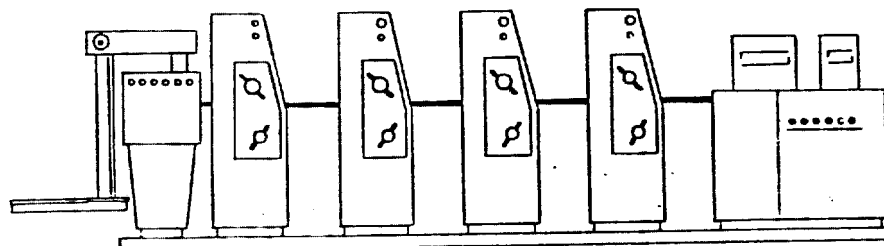
**AUTOMATED
PAGE MAKE-UP**



**AUTOMATED
IMPOSITION**



**LASER
PLATEMAKING
DEVICE**



WEB PRESS WITH IN-LINE-FINISHING

Approved For Release 2006/11/04 : CIA-RDP85-00988R000200010009-1

1978 EVALUATION CONFERENCE
OFFICE OF LOGISTICS

PRINTING AND PHOTOGRAPHY DIVISION

- A. PRODUCTION
 - 1. HIGHLIGHTS - 1978
 - 2. STATISTICS - FY 77 vs FY 78
 - 3. CHANGES IN METHODOLOGY AND PROCEDURES
 - 4. WORK STANDARDS
 - 5. MANAGEMENT INFORMATION SYSTEM
- B. PERSONNEL
 - 1. TRAINING
 - 2. APPRENTICESHIP PROGRAM
 - 3. EEO
 - 4. FLEXTIME
- C. CAPITAL IMPROVEMENTS
 - 1. PLANT
 - 2. EQUIPMENT
 - 3. STATUS OF ETECS
 - 4. COMMO LINKS
- D. VALUE JUDGMENTS
 - 1. PRODUCTION
 - 2. QUALITY
 - 3. CUSTOMER SATISFACTION
- E. EXPECTATIONS
 - 1. IMPLEMENTATION OF MIS
 - 2. INTEGRATED PRINTING SYSTEM
 - 3. INTELLIGENCE COMMUNITY CONGRESSIONAL BUDGET

PRINTING AND PHOTOGRAPHY DIVISION

ACCOMPLISHMENTS 1978

FY78 Achievements and Expectations

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D. Work Standards - established for each printing production element (graphic)

E. MIS Status - production statistics, workload, inventory (sample reports)

II. Personnel

A. Training - 41% of P&PD personnel involved in internal and/or external training (graphic)

B. Apprenticeship Program - 38 active, 3 completed

C. EEO and Grievance Cases Status

1. EEO Cases - 1 started, 1 ended, 2 pending
2. Grievance Cases - 2 started, 2 ended, 1 pending

D. Minority Status - 49 Females, 31 Blacks, 2 Hispanics, 3 Handicapped out of 243 personnel (graphic)

- E. Flexitime - more balanced staffing; greater operational capability

III. Capital Improvements

- A. Plant - photo lab, composing room, warehouse, and ETECS renovations.
- B. Equipment - printing \$309,300; photography \$109,250; MIS \$230,000; total \$696,300 (graphic)
- C. Status of ETECS - current and scheduled configuration (graphic)
- D. Commo Links - ETECS, MIS, COM, CABLE DISSEM, SYSTEM "6", VM (graphic)

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S-0605	2	1	0.38	1	0	0	0	0	\$0.00	0
S-0675	14	2	0.10	1	0	0	0	0	\$0.00	0
S-0680	1		0.00	0	0	0	0	0	\$0.00	0
S-0685	20		0.00	0	0	0	0	0	\$0.00	0
S-0695	36		0.00	0	0	0	0	0	\$0.00	0
S-0700	14		0.00	0	0	0	0	0	\$0.00	0
S-0705	8	16	1.33	1	0	0	0	0	\$0.00	0
S-0710	8		0.00	0	0	0	0	0	\$0.00	0
S-0711	36		0.00	0	0	0	0	0	\$0.00	0
S-0715	44		0.00	0	0	0	0	0	\$0.00	0
S-0720	8		0.00	0	0	0	0	0	\$0.00	0
S-0725	24		0.00	0	0	0	0	0	\$0.00	0
S-0730	24		0.00	0	0	0	0	0	\$0.00	0
S-0735	377	66	5.51	20	0	0	0	0	\$0.00	0
S-0740	104	24	2.00	0	0	0	0	0	\$0.00	0
S-0745	23	6	0.50	1	0	0	0	0	\$0.00	0
S-0750	52		0.00	0	0	0	0	0	\$0.00	0

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TRAINING

Printing & Photography Division

1978

PRINTING PERSONNEL

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- INTERNAL TECHNICAL AND ADMINISTRATIVE COURSES (29)
- EXTERNAL TECHNICAL AND ADMINISTRATIVE COURSES (12)

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PHOTOGRAPHY PERSONNEL

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Page Denied

Printing:

Atex Hardware/Software (3rd ETECS Module, Telecommunications, on-line Interfaces, VDT's)	\$252,000
Pitney Bowes Collator	18,000
AB Dick Offset Duplicators (2)	17,200
Scott Tabcutter	8,300
Rollems Numbering/Perforating Machine	7,200
GBC Punch	6,600
	\$309,300

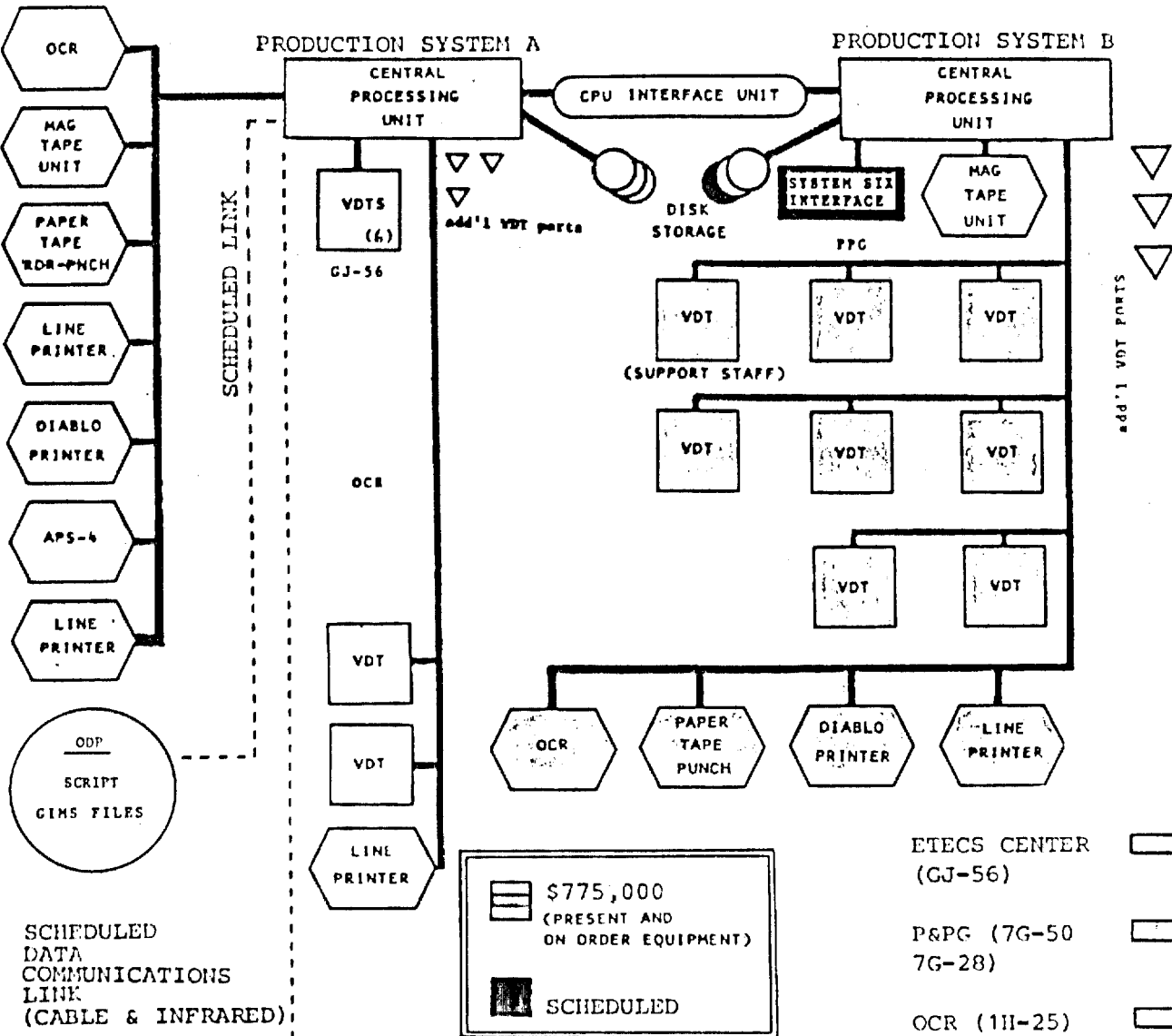
Photography:

Colenta Film Processor	\$ 35,600
Kodak Printer	19,150
Bruning Film Duplicator	15,000
Digitec Remote Sensing Device	14,300
Forox Slide Duplicators (2)	11,000
Prostar Film Processor	7,600
Colenta Studio Printer	6,600
	\$109,250

P&PD Management Information System	\$230,000
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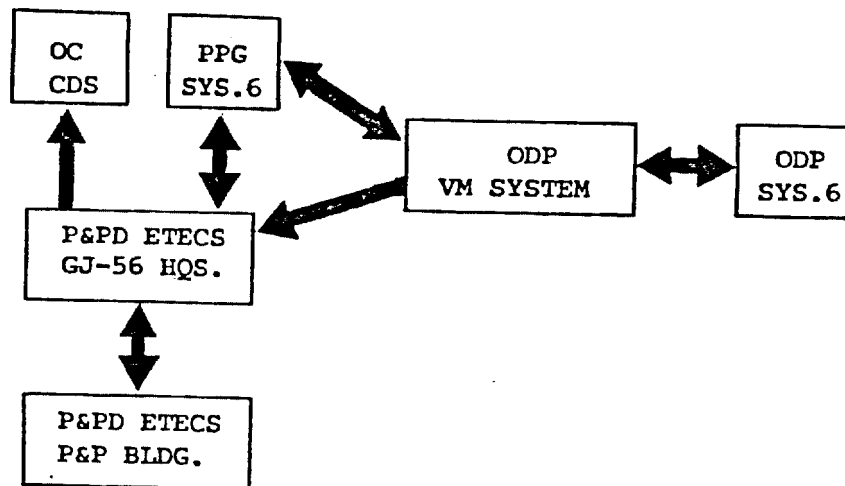
Miscellaneous	\$ 47,750
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TOTAL	\$696,300
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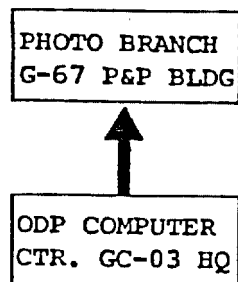


COMMUNICATION DATA LINKS
PRINTING AND PHOTOGRAPHY DIVISION

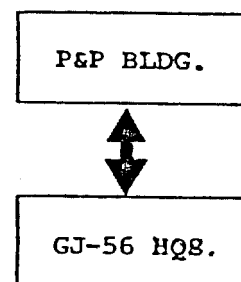
PROPOSED ETECS-RELATED LINKS



COM LINK



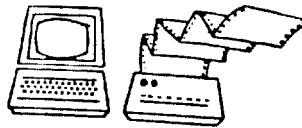
MIS LINK



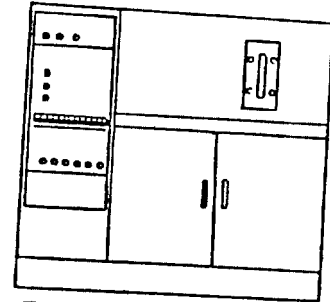
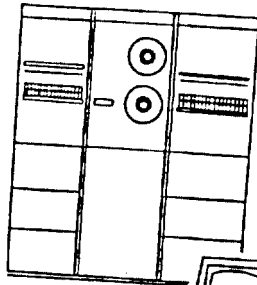
FY 1978 Commendations

Director Central Intelligence level-----	5
Deputy Director level-----	7
Office level-----	12
Division level-----	11
Total	35

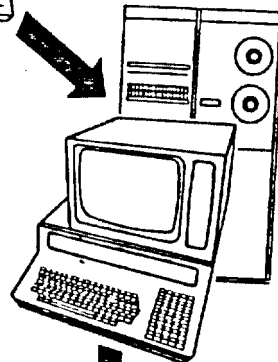
**MANAGEMENT
INFORMATION
SYSTEM**



**ETECs
INPUT,
EDIT AND
COMPOSITION**

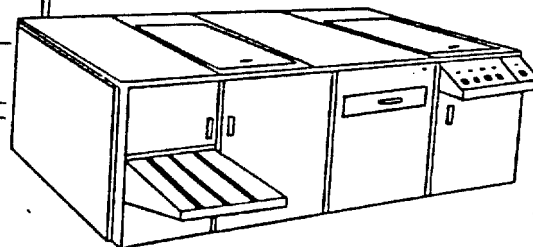
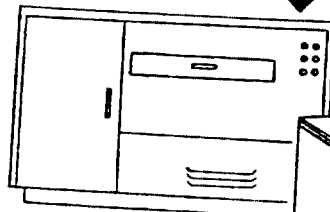


**DIGITIZED
GRAPHICS
GENERATOR**

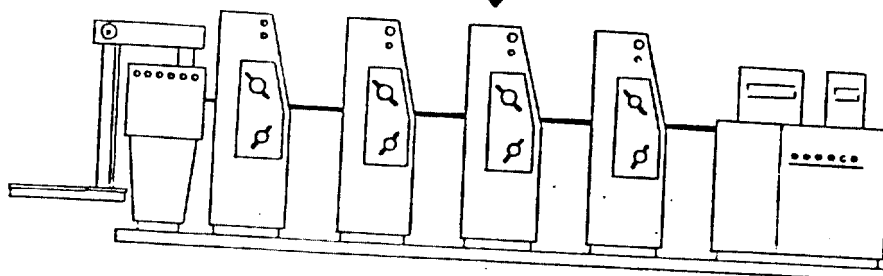


**AUTOMATED
PAGE MAKE-UP**

**AUTOMATED
IMPOSITION**



**LASER
PLATE MAKING
DEVICE**



WEB PRESS WITH IN-LINE-FINISHING

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

DDA Office Evaluation Conference

FROM:

NO.

DATE

25 September 1978

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. C/P&PS/OL
2F31

Briefing Outline and copy of handout.

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Office Evaluation Conference (10 October 1978, 1330 - 1500 Hours)

NO.

OL 8 4519

DATE

1. (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

D/L

29 SEP 1978

Jim:

1. Attached are briefing outlines and supporting materials submitted by division and staff chiefs. We propose that after you have reviewed and indicated any changes you desire, the outlines be put onto "butcher paper" as we did last year. Printing and Photography Division is planning to have a handout again this year instead of viewgraphs or charts.

2. We have established a schedule of presentations allowing division chiefs and Chief, Procurement Management Staff, 10 minutes each, preceded by the Director of Logistics' opening remarks. The balance of the allotted 90 minutes are reserved for questions/discussion. We suggest a dry run of presentations after the staff meeting on 5 October.

3. May we have your thoughts on these matters along with any changes you may wish to make on the attached outlines so that we can prepare the "butcher paper" charts.

6

(over)

I held this up for the last two outlines
which are attached. Also I've added a
listing of the FY79 objectives for your
information.

6

ROUTING AND RECORD SHEET

25X1 SUBJECT: (Optional)

Briefing Material - Office Evaluation Conference

NO.

DATE

18 OCT 1978

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1.

C/PD

2.

3.

4.

5.

6.

7.

8.

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10.

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12.

13.

14.

15.

Attached is a copy of the PD briefing material which had been placed on butcher charts for the Office Evaluation Conference. You may wish to retain this material for your files.

The charts are still available. Unless you have a need for them and notify P&PS by COB 20 October, they will be destroyed.

Copies sent to PD, PMS, RECD, SD, LSD..

A complete set was sent to EO/OL, including a copy of P&PD's report (had not been placed on butcher charts).